



Classification: Associate Energy Specialist (FO)	Position No. 6200-4598-0XX
CBID: R10	Office: Demand Analysis Office
Date Prepared: July 17, 2015	Division: Energy Assessments Division
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under the general supervision of the Energy Commission Supervisor II (FO), the incumbent serves as part of an interdisciplinary team for economic and statistical analyses of transportation energy markets and forecasts of transportation energy demand. The incumbent independently performs a variety of complex technical and analytical tasks using proprietary forecasting computer models and other software applications to analyze data and prepare technical reports and analytical assessments of transportation energy markets.

WORKING CONDITIONS:

The work is performed primarily in an office, conference room, and hearing room environment and may require standing and walking, as well as sitting for long periods of time. Work area is well lighted and ventilation is adequate. The noise level may be high. The candidate must work well with people inside and outside the Energy Commission, including members of the general public. Some travel may be required to attend off-site meetings or participate in conferences, workshops and hearings. Additional hours beyond an eight-hour workday or 40-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, using a personal computer and appropriate Energy Commission software such as word processing, electronic mail, WebEx, and Internet.

DUTIES AND RESPONSIBILITIES:

- 50% Gather and analyze data inputs used in the Energy Commission's proprietary transportation energy demand forecasting model. Maintain a database of historical data relevant to transportation energy demand forecasting. Use a variety of tools, including various computer models in the development and analysis of transportation energy demand forecasts for petroleum-based and alternative fuels in California. Work with other staff in an ongoing effort to analyze and improve the data and model parameters. (E)
- 25% Collect and prepare data into formats compatible with those used by the various transportation fuels forecasting models. Work with both internal and external parties in managing changes, improvements, and bug fixes to the forecasting models. (E)

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DUTY STATEMENT

- 20% Prepare economic and statistical analyses of transportation energy markets and demand forecasting and prepare technical reports and analytical assessments regarding transportation energy sectors. Prepare and disseminate information on data, methods, assumptions, and transportation energy demand for Energy Commission management, Commissioners, and the general public. (E)
- 5% Other duties as required consistent with the specification of this classification. (M)

SIGNATURES	
I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position	
<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between;"> VACANT Date </div> <div>Associate Energy Specialist (FO)</div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between;"> REGINA STRECKER Date </div> <div>Energy Commission Supervisor II (FO)</div>

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